



Agenda Item Report

Meeting Type: Tourism Commission

Meeting Date: July 6 2026

Item Title: Consider and take action regarding payment for City light pole banners

Submitted By: David Bennett, Communications & Economic Development Coordinator

Detailed Description of Subject Matter:

Staff noticed that there was a charge to a Tourism account for the light pole banners that are in downtown. The total is \$2,220.00 for 30 banners by DisplaySales. The charge has been removed the Tourism budget and sent to the Public Spaces Committee budget. Staff is inquiring if the Tourism Commission would like to consider this purchase. The banners have already been purchased and installed. This is just a matter of which budget line item it ends up in for accounting purposes.

If the Tourism Commission accepts taking on the cost of the banners, a motion will need to be made to approve the purchase of the 30 banners for \$2,220. If the item is rejected, no action is needed as the Tourism fund is no longer showing the charge. Staff will let the Finance Department know either way.

List all Supporting Documentation Attached:

- Invoice from DisplaySales

Action Requested of the Tourism Commission:

Decide to accept or decline the purchase. If accepted, a motion will be needed to authorize the purchase.

Strategic Plan Objective: